



TOWN OF MILFORD, MASSACHUSETTS
MILFORD YOUTH CENTER
MILFORD YOUTH COMMISSION
24 Pearl St., Milford, MA 01757
(508) 473-1756 Phone
(508) 473-4388 FAX

RECEIVED
MILFORD TOWN CLERK
2022 APR -8 AM 8:38



Milford Youth Commission NOTICE OF MEETING

In-Person Meeting

Date: April 12, 2022

Time: 6:15pm

Location: Milford Youth Center - Conference Room, 2nd Floor
24 Pearl St., Milford, MA 01757

A.) New Business

1. Welcome new Clerk: Ms. Dale Michaud and Program Coordinator, Emily Stienstra
2. Approve Meeting Minutes: 3/8/22
3. Fund Balance as of 4/4/22: \$ 39,674.71
4. Signing of warrants:
 - i. 22-37 Maintenance Account for \$198.20
 - ii. 22-39 Gift Account for \$201.25
 - iii. 22-40 Gift Account for \$79.09
5. CraftRoots fundraiser:
 - i. 9/9/22 with PubKings, 6-9, 7-10 or 7-11
 - ii. See updated letter attached – Board Member help with raffles!
 - iii. 10 tickets/staff and board members \$30/ticket, comes with beer
 - iv. 2 Awardees
 - v. Future scholarship – allocate \$1,000 each year
6. Finance Meeting request for budget and capital plans at 6:15 & 7:40 on Wednesday, 4/13, Town Hall
7. Department of Early Education and Care (EEC) Exemption received – see attachment

B.) Invitation to Speak

C.) Directors Report:

1. Board of Health Update:
 - a. Allowing 60 for camp!
 - b. State asked all approved vaccine providers if they wanted at home tests, so BOH asked for the maximum amount -will let us know if they get them for campers this summer
2. After School Program:
 - a. March enrollment: See attachment

- b. April Programs: see attachments
 - i. After School calendar
 - ii. Book Club flier for May
 - iii. Beatification Day 4/23/22
- c. Staffing: Part-Time staff hires: Jessica Ribeiro; Transfer: Nick Hafty
- d. Volunteer Update: Amazon volunteers
- 3. Summer Camp: See attachment
 - a. Registrations open!
 - b. Scholarship requests sent out
- 4. YMCA Meeting 3/16/22:
 - a. Help with future Golf Tournament
 - b. Pool 2 days/week for camp at no charge
 - c. Lifeguard certification offered to staff
- 5. Rentals/Other MYC Programs:
 - a. Online google calendar short link: <https://tinyurl.com/MYCrentals>
 - b. New rentals:
 - i. Apple Country Music – 4/26 start
 - ii. New Human – 4/30 event
 - iii. Adult Open gym to come back in May?
- 6. Building Updates:
 - a. Met with Architect for media room on 3/10/22
 - b. HVAC – 4/1: All subs under contract and materials have been purchased. We are waiting on lead times for materials
 - c. Gym Floor maintenance: 6/22/22 – at least 3 days off
- 7. Donation/Grant Updates:
 - a. See newsletter for monthly updates for misc. donations
 - b. Goldfish Swim School — Milford lessons
 - c. YouthWorks Funding to continue – \$100K contract – see flier
 - d. Spring 2022 Youth Development Grant – 2nd round meeting on 3/29
 - e. Working with Volunteer Grant writer, Francoise Elise on HVAC grant:
 - i. Health Foundation of Central MA
 - ii. Amelia Peabody Foundation
- 8. Other:
 - a. Staff vacation: Jen 4/19-4/22
 - b. Next Meeting: Tuesday, May 12, 2022 @ 6:15



Name

____ 4/8/2022 ____
Dated

**COMMONWEALTH
CORPORATION**
Building skills for a strong economy.



**CENTRAL REGION
WORKFORCE BOARD**

YouthWorks



NOW HIRING

\$14.25/ Hour

Seasonal Summer Employment (July-August) Ages 16-21

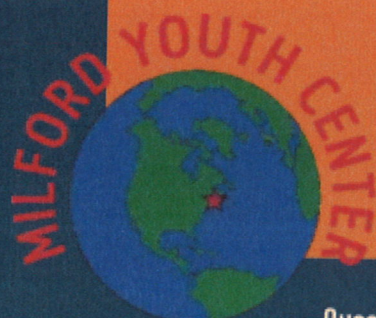
Work sites available in a variety of town departments and local businesses

YouthWorks is a state-funded youth employment program that helps teens and young adults get the skills and experience needed to find and keep jobs. Participants take part in paid short-term work placements at public, private and non-profit worksites. The program serves income-eligible youth aged 16-21 living in targeted cities across the Commonwealth. The program is offered through the Commonwealth of Massachusetts, Executive Office of Labor and Workforce Development and administered statewide by the Commonwealth Corporation. Locally, it is coordinated through the MassHire Central Region Workforce Board and managed on their behalf in Worcester by the Worcester Community Action Council, in Milford by the Milford Youth Center, and in Southbridge by the Center of Hope.

Email

milfordyouthworks@gmail.com
to set up an interview!

Interviews starting during
April Vacation!



Questions? Email Milford Youth Center: MilfordYouthWorks@gmail.com

Number of Youth Members utilizing the After-School, Snack and Dinner Program

March

Date	Attendance	Snacks	Dinner
1-Mar	130	35	30
2-Mar	153	39	39
3-Mar	147	32	45
4-Mar	129	20	35
5-Mar	x	x	x
6-Mar	x	x	x
7-Mar	153	49	45
8-Mar	135	47	35
9-Mar	137	33	43
10-Mar	118	35	42
11-Mar	127	44	30
12-Mar	x	x	x
13-Mar	x	x	x
14-Mar	145	54	50
15-Mar	101	23	27
16-Mar	156	21	44
17-Mar	137	53	38
18-Mar	119	3	35 Half Day
19-Mar	x	x	x
20-Mar	x	x	x
21-Mar	170	39	45
22-Mar	136	30	31
23-Mar	147	37	45
24-Mar	115	30	40
25-Mar	134	31	30
26-Mar	x	x	x
27-Mar	x	x	x
28-Mar	140	27	38
29-Mar	155	30	30
30-Mar	131	24	44
31-Mar	90	23	25
	3105	759	866

Monthly Average Snacks:

Monthly Average Attendance:

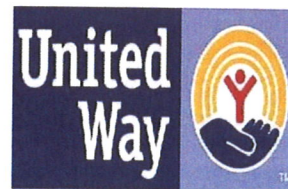
Monthly Average Dinner:

* We did not have the snack and
x = No After-School Program.

33

135

37.65217391



United Way of Tri-County

Mon

Tue

Wed

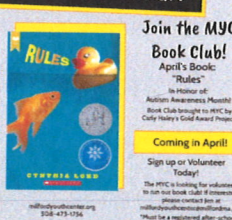
Thu

Fri

The Youth Center also offers a free snack and dinner program, due to the collaboration of CACFP, Hockomock Area YMCA and the Milford School Food & Nutrition Services department. We also have a commercial washer and dryer where youth can do their laundry for free.



Do You Love to Read??



1 New Human with Coach Aaron: Basketball and Fitness Skills
3:30 - 4:15



4 Quiet Zone
2:30-3:30



Weight Room
3:30 - 4:15

5 Quiet Zone
2:30-3:30



6 Quiet Zone
2:30-3:30



Soccer
3:30

Milford TV
3:30

7 Book Club 3:00

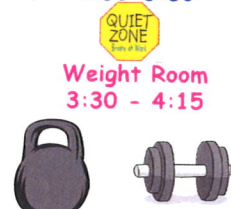


Boxing 3:30

8 New Human with Coach Aaron: Basketball and Fitness Skills
3:30 - 4:15



11 Quiet Zone
2:30-3:30



Weight Room
3:30 - 4:15

12 Quiet Zone
2:30-3:30



13 Quiet Zone
2:30-3:30



Foursquare
3:30

Nail Painting
5:00

14 Book Club 3:00



Boxing
3:30

15 NO AFTER SCHOOL PROGRAM



18 Patriots' Day
MYC Closed



19 April Break
12:00-3:00 PM
Open Gym



20 April Break
12:00-3:00 PM
Open Gym



21 April Break
12:00-3:00 PM
Open Gym



22 April Break
12:00-3:00 PM
Open Gym



25 Quiet Zone
2:30-3:30



Weight Room
3:30 - 4:15

26 Quiet Zone
2:30-3:30



Arts & Crafts
4:30

27 Quiet Zone
2:30-3:30



Pickle Ball
3:30

Milford TV
3:30

28 Book Club 3:00



Boxing 3:30

29 New Human with Coach Aaron: Basketball and Fitness Skills
3:30 - 4:15



The Milford Youth Center is open for youth, ages 8-18 years old (who attend Milford Schools or reside in Milford), free of charge, from 2:15-6:00 pm Monday through Friday (unless otherwise noted on our calendar). MYC Registration & Emergency Contact information due on start date by 1PM. You can find these forms on-line at www.milfordyouthcenter.org (Available in English, Spanish and Portuguese). Dates and times are subject to change. Please review discipline, weather, health and traffic policies!



Masks are optional (subject to change)



The Commonwealth of Massachusetts
Department of Early Education and Care
324-R Clark Street, Worcester, MA, 01606

Report Date: 03/30/2022
Program Number: P-257746
Intake Number: 00070999
Investigation Number: 022959

Milford Youth Center
4 Pearl St
Milford, MA

Dear Ms. Ward,

This letter is in reference to the intake number(s) above. EEC has carefully reviewed all information collected regarding this matter, and it has been determined that there were no regulatory issues noted. This letter and any relevant information will be maintained in accordance with EEC record keeping procedures.

Should you have any questions, please contact me at (508) 461-1456.

Respectfully,

Noelle McCullough

Group Child Care Licensors

The Commonwealth of Massachusetts
Department of Early Education and Care

324-R Clark Street, Worcester, MA, 01606

INVESTIGATION REPORT

Intake #: 00070999
Investigation #: 022959
Provider #: P-257746
Name of Provider: Milford Youth
Center
Address: 4 Pearl ST, , Milford, MA,
01757
Intake date: 03/02/2022
Report date: 03/29/2022
Report Printed date: 03/30/2022

Facility Description:

This program runs a "drop in" program for children ages 8-18 and a "Kids Play" group for children to attend a monthly program with their parent.

Reason for Investigation:

On 2/15/2022, EEC received a complaint through the unlicensed care link that the "Milford Youth Center" was running unlicensed care.

Investigation Activities:

On 3/2/2022, Licensor Noelle McCullough contacted the Program Director by phone to review the allegation. Licensing activities included an interview with the Program Director; a review of the program's website and Facebook feed; and a request for the program to submit an application for exemption to EEC.

Interviews:

Program Director

Determinations:

There was no evidence to support the program was conducting unlicensed care. There was evidence to support the program met the criteria for exemption but had not submitted their documentation to EEC as required.

Investigation Findings:

During the interview with the Program Director, it was learned the program had been running for "a while" and the Program Director was under the impression the program did not require an EEC license, as it was "run" by the town of Milford and there was no fee to attend the program. It was also learned the program was running two types of care.

The first program is a "Kids Play" program that allows children 0-5 years to attend a monthly event (such as a craft time) with their parent. The program requires parents to remain on site for the duration of the program 10-11:30AM and allows them to "mingle" while children enjoy the activity with staff.

The second program is a school aged program for children 8-18. The Program Director stated in the interview the program runs as a "drop in" in which children can sign themselves in and out of the program.

It was determined during this phone conversation the program meets the criteria for exemption. That same day, the Licensor emailed the Program Director that criteria, application and directions for exemption.

On 3/25/2022, the Program Director submitted an application for exemption to EEC as required. The approval letter was emailed to the Program Director on 3/30/2022.

Non-compliances:

No non-compliances as a result of this investigation.

Investigation Leader
Noelle McCullough



**Department of
Early Education and Care**

The Commonwealth of Massachusetts



Amy Kershaw, Acting Commissioner

March 30, 2022

Richard Villani
C/O Town of Milford – Milford Youth Center
24 Pearl St.
Milford, MA 01757

Dear Mr. Villani,

Thank you for reaching out to the Department of Early Education and Care (EEC) concerning the Milford Youth Center

The information you submitted to EEC states the Milford Youth Center is designed for children 0 to 5 years old. The program is designed for “where parents/guardians can come with their child for playtime.” You state children can attend up to one and half hours a day, one day per week and the “Parents/Guardians must stay at all times.”

The information you also submitted to EEC states the Milford Youth Center is designed as a free, open-door after school program for youth ages 8 to 18 years old. The program will operate 5 days a week for 3.75 hours each day. You state children may arrive and depart from the program as they wish, and children are not required to register in advance.

Based on your representations, this type of program does not meet EECs statutory definition of childcare, see G.L. c15D, sec. 1A, and does not require licensure. EEC is revising the process by which so-called license exempt programs, like Milford Youth Center, are reviewed and is not issuing license exempt certification as this time. Accordingly, please accept this email as EEC’s determination that the Milford Youth Center does not need an EEC childcare license, as long as it operates consistent with the representations you provided.

Should you have any additional questions, or if the program model changes, please contact Ann Cosgrove, Program Supervisor at 508-461-1458. Thank you for your work to support children and parents.

Sincerely,

Marisol Rosado-Ledoux
Regional Director

cc: Ann Cosgrove, Program Supervisor
Noelle McCullough, Licensing Specialist



\$175

per week for
Milford Residents



Hurry
Limited
Space!

MYC SUMMER CAMP

Current Covid Protocols will
be followed!

Crafts, Movie Days, YMCA Pool, Games, Field
Trips, Themed Weeks!

Daily breakfast and lunch included!

Call for more information:

508-473-1756

WWW.MILFORDYOUTHCENTER.COM

8am-4pm July 5- August 12

\$175/week for Milford Residents

\$190/week for Non-Milford Residents

\$75/day option

\$20/day Extended day until 5pm

First week reduced rate of \$150 for
Milford Residents

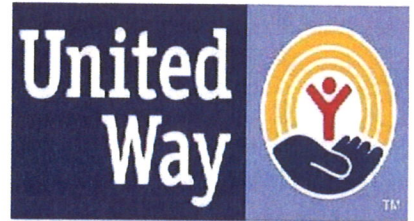
Open to ages 8-14

This Camp must comply with regulations of the Massachusetts
Department of Public Health and licensed by the local board of health.

This institution is an equal opportunity provider.



July 2022

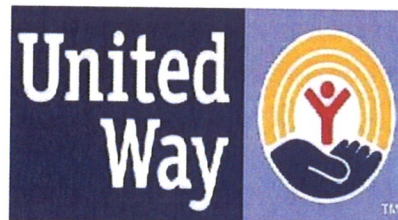


United Way of Tri-County







Mon	Tue	Wed	Thu	Fri
<p>4</p> <p>MYC Closed</p> <p>NO CAMP!</p>	<p>5</p> <p>THEME: Week 1: Carnival</p> <p>First Day of Camp!</p> <p>Welcome!</p>	<p>6</p> <p>Pinz Entertainment</p>	<p>7</p> <p>Hopkinton State Park</p>	<p>8</p> <p>SPIRIT DAY: Mix & Match Day</p> <p>MYC Cinema & YMCA Pool</p> <p>Payment Due!</p>
<p>11</p> <p>THEME: Week 2: Outer Space</p> <p>In Town In & Outdoor Games Arts & Crafts</p>	<p>12</p> <p>In Town In & Outdoor Games Arts & Crafts</p> <p>YMCA Pool</p>	<p>13</p> <p>Fore Kicks Footgolf</p>	<p>14</p> <p>Hopkinton State Park</p>	<p>15</p> <p>SPIRIT DAY: Out of the World Wild Hair Day</p> <p>MYC Cinema & YMCA Pool</p> <p>Payment Due!</p>
<p>18</p> <p>THEME: Week 3: Oceanography</p> <p>In Town In & Outdoor Games Arts & Crafts</p>	<p>19</p> <p>In Town In & Outdoor Games Arts & Crafts</p> <p>YMCA Pool</p>	<p>20</p> <p>Water Wizz</p>	<p>21</p> <p>Hopkinton State Park</p>	<p>22</p> <p>SPIRIT DAY: Dress like a Pirate</p> <p>MYC Cinema & YMCA Pool</p> <p>Payment Due!</p>
<p>25</p> <p>THEME: Week 4: Super Hero</p> <p>In Town In & Outdoor Games Arts & Crafts</p>	<p>26</p> <p>In Town In & Outdoor Games Arts & Crafts</p> <p>YMCA Pool</p>	<p>27</p> <p>Kimball Farm</p>	<p>28</p> <p>Hopkinton State Park</p>	<p>29</p> <p>SPIRIT DAY: Wear your favorite Superhero!</p> <p>MYC Cinema & YMCA Pool</p> <p>Payment Due!</p>



August 2022



United Way of Tri-County

Mon	Tue	Wed	Thu	Fri
1 THEME: Week 5: Rainforest In Town In & Outdoor Games Arts & Crafts 	2 In Town In & Outdoor Games Arts & Crafts YMCA Pool	3 Hopkinton State Park	4 Canobie Lake Park 	5 SPIRIT DAY: Dress up like your favorite animal MYC Cinema YMCA Pool  Payment Due!
8 THEME: Week 6: Color Wars In Town In & Outdoor Games Arts & Crafts 	9 In Town In & Outdoor Games Arts & Crafts YMCA Pool	10  Scavenger Hunt	11 SPIRIT DAY: White out Day MYC Cinema & In town Activities	12  Last Day @ Onset Beach!

Thank You!!!

THANK YOU FOR A GREAT SUMMER!

All trips are subject to change due to weather and/or change in COVID policies.
 Please check updates on future program info announced on our social media
 (MYC Facebook, Instagram and Twitter,) monthly newsletter and our website at
www.milfordyouthcenter.org

This Camp must comply with regulations of the
 Massachusetts Department of Public Health and licensed by the local board of health.



TOWN OF MILFORD, MASSACHUSETTS
MILFORD YOUTH CENTER
MILFORD YOUTH COMMISSION
24 Pearl St., Milford, MA 01757
(508) 473-1756 Phone
(508) 473-4388 FAX



Milford Youth Commission NOTICE OF MEETING

In-Person Meeting

Date: March 8, 2022

Time: 6:15pm

Location: Milford Youth Center - Conference Room, 2nd Floor
24 Pearl St., Milford, MA 01757

Members present- Brendan Rickert, Ariea Bryan, John Dulude, Jay Vaz, Darlene Dulude, Michelle Stokes, Chuck Calagione

Non-members present- Jen Ward, Ian Mick

Motion to start meeting- Brendan Rickert, John Dulude seconds, all in favor voice vote- 6:19pm

A.) Invitation to Speak

1. New Human, Mike Soares to speak on fundraiser event he would like to host for Best Buddies on Sunday, 3/27/22

Jen Ward- They want to do a fundraiser for Best Buddies here at the MYC. They are asking for the rental fee waived, they still need to pay for the staffing.

Darlene Dulude- how much did they raise over COVID?

Jen- \$7,000

Darlene- That's great, especially because they used this program growing up.

Michele Stokes- What type of fundraiser are they doing?

Jen- Drills and exercise

Darlene- motions to waive rental, Ariea Bryan 2nd all in favor- Voice Vote

B.) New Business

1. Approve Meeting Minutes: 2/15/22-

Ariea Bryan motions John Dulude seconds, all in favor- Michele abstains

2. Fund Balance as of 2/28/22: \$ 49,675.93

3. 2021 Annual Report – see attachment

Jen Ward- Went over the programs, funds, donations

John Dulude- The gifts have to be approved by the select board?

Jen- yes anything over \$500 has to go through them. TDA funding should resume in the summer, that will add \$25,000-\$30,000

Brendan Rickert- I just want to say congrats to Jen and the MYC staff as well as the board to accomplish this level of fundraising given the circumstances of the year.

4. Signing of warrants:

- i. 22-28 Revolving Account for \$580.99
Mileage, training, services
- ii. 22-30 Revolving Account for \$71.68
Upcoming summer camp supplies
- iii. 22-30 Agnes Grant Account for \$1,299.00
2nd AED
- iv. 22-33 Maintenance Account for \$1,936.00
Software and fish cleaning service
- v. 22-33 State Grant Account for \$2,160.00
For the dance room construction
- vi. 22-34 Gift Account for \$33.53
Nutrition expenses
- vii. 22-34 Maintenance Account for \$18.99
Website domain
- viii. 22-35 Maintenance Account for \$818.40
Generator maintenance, alarm system, Verizon
- ix. 22-36 Gift Account for \$1,264.84
Programing

**Brendan Rickert motions to approve all warrants, John Dulue
seconds- all in favor voice vote.**

5. CraftRoots fundraiser: 9/9/22 with PubKings

Jen Ward- The event will be from 7-10pm.

Return to the normal event of selling tickets to the event.

Send letters out to community to ask for donations and for raffle items.

6. Finance Meeting request for capital plans for 6 pm May 11

Michele Stokes can attend to represent the board.

7. Ad-Hoc Clerk applications and approval

Brendan Rickert- We have two applicants, do we want to combine with the marketing position?

Jen Ward- the marketing position hasn't been created yet so we should probably move forward so we're not waiting.

Brendan motions hire based off Kristin's (HR) recommendations Darlene Dulude seconds, all in favor- voice vote.

8. Program Coordinator Recommendation:
 - i. Six first round interviews, 2 no shows
 - ii. Two second round interviews
 - iii. Thank you to Board members who participated in both rounds!
 - iv. Recommendation on rate to offer position at, pending CORI and references

Ariea Bryan- From the first moment, Emily really stood out.

Darlene Dulude- I liked her energy

Jay Vaz- She'll fit in great.

Brendan Rickert- Do we have to do anything special with the pay?

Jen Ward- Kristin said we have to start at step 5

Emily Steinstra at step

Motion by Brendan to offer the position of Program Coordinator to Emily Steinstra at a Step 5 rate, Ariea seconds, all in favor- voice vote.

9. Meeting with Town, Schools and Police on options for schools to release information that are subject to public safety scheduled for 3/3/22

Brendan Rickert- Jen, Steve and myself had a meeting with everyone, Kevin McIntyre agreed that there needs to be something but have to be mindful of privacy laws.

Jen Ward- Police have been present more, it's been great to have.

Darlene Dulude- The presence is great, I am concerned about the cars that are going by.

Brendan- An elevated cross walk would help slow people down.

Michele Stokes- I love this initiative of having police present to help prevent as opposed to respond.

10. Annual Review on Director completed 3/4/22
11. Department of Early Education and Care (EEC) received complaint on 2/15/22 that our program is running unlicensed care

Darlene Dulude- What exactly was the complaint?

Jen Ward- Not sure, just overall about our program. I have to work on the paperwork completed by the end of the week, then go to the town counsel's office

Brendan Rickert- We would obviously prefer people to ask us as opposed to file a complaint but we are doing everything correctly.

12. Review Town Budget request for FY 23
 - i. Personnel – 3% COLA and step for Director
 - ii. Maintenance/technology – increase by 3%
 - iii. Added Clerk position for \$2,050
 - iv. Request for new employee: FT Front Desk person
- Jen Wards- have to keep pushing for the new employees

Brendan Rickert motions to approve the budget request, Darlene Dulude seconds all in favor- voice vote.

C.) Directors Report:

1. Board of Health Update:
 - a. Mask optional
 - b. Water bubblers okay to use
 - c. Recommendation to keep social distancing while eating
2. After School Program:
 - a. February enrollment: See attachment
 - b. March Programs: See attachment
 - c. Staffing: Part-Time staff hires: Evalysse Pierce, Ana Manzioli, Jaydon Cerqueira Salvuci; Transfer: Yvy Lima

Brendan Rickert motions to hire, John Dulude seconds, all in favor- voice vote.

- d. Volunteer Update: Senior Tax Relief program started

3. Summer Camp:

- a. Working on permit – BOH will let me know by April if 60 participants will be allowed
- b. Camp fees:
 - i. In Town: \$160/week to \$175/week
 - ii. Out of Town: \$175 to \$190/week
 - iii. Daily Rate: \$60/day rate to \$75/day
 - iv. Extended Day: \$15/day to \$20/day
 - v. Deposit/week: \$50 to \$60/week

Darlene Dulude- Can we use the state pool?

Jen Ward- We could but it's pretty crowded and probably isn't a viable option.

4. Rentals/Other MYC Programs:

- a. Recommendation to waive COVID discount for future rentals
 - Ian Mick- We're not getting state funding, prices are going up.
 - Michele Stokes- What does the discount look like?

Jen Ward- Waiving some fees for town rentals

Jay Vaz- How much does it drop?

Ian- 25% total discount

Ariea Bryan motions to drop the discount, Darlene Dulude seconds, all in favor- voice vote.

- b. Online google calendar:

https://calendar.google.com/calendar/embed?src=milfordyouthcenter24%40gmail.com&ctz=America%2FNew_York

- c. New rentals:

- i. Milford Baseball
- ii. Focus Health CPR classes
 - Ian bringing his classes to the MYC
- iii. Apple Country Music – April 5 start
- iv. Hoops Crew

Brendan Rickert- have they submitted a request?

Ian Mick- No, they have not put all their paperwork in

Darlene Dulude- What about past issues?

Brendan- taking a step back from the last rental in November, Jen, how did that go?

Jen Ward- There was some issues with custodial services.

Michele Stokes- So did they submit anything?

Jen- He emailed Steve but didn't fill out any of the paperwork on the website.

Brendan- It's important to follow the process so we can have everything in one spot.

Darlene- He needs to follow the rules

Ian- he is looking for March timelines, which we don't have a lot of availability as of now. In June the floors are being re-finished

Jen- MCAS tutoring, happens here for kids who are not able to be on school campus

No vote taken

5. Building Updates:

- a. Looking to start design work for Dance Room: Emailed signed contract with architect – meeting to be scheduled in next couple weeks
- b. HVAC – Design bids completed
- c. AED log & Signage

6. Donation/Grant Updates:

- a. See newsletter for monthly updates for misc. donations
- b. \$500 Donation from ERA Reality
- c. 7-11 grant submitted for camp scholarships
- d. YouthWorks Funding to continue – meeting on 3/10/22
- e. Working with Volunteer Grant writer, Francoise Elise on HVAC grant
- f. Stacy Darling is able to donate furniture from an office move

7. Other:

- a. Staff:
 - i. Vacation: Jen 4/19-4/22
- b. Next Meeting: Tuesday, April 12, 2022 @ 6:15

Brendan Rickert motions to end meeting, Darlene Dulude seconds all in favor 7:54pm